



REFUND REQUEST FORM

- This form may be completed online and be emailed to office@pacbsa.org OR Mail to 804 Bluemound Road, Waukesha, WI 53188
- All refunds need to be approved by the Event Committee (meets once a month).
- If your camp fees are paid by Unit check, it will be refunded to the Unit.
- If paid by individual checks from the family, it will be mailed to the family.

Today's Date: _____

PARENT INFORMATION

_____	_____	_____
Parents Name	Scout Name	Unit Type/Number
_____	_____	_____
Phone	Email	
_____	_____	_____
Mailing Address	City	ST ZIP

EVENT INFORMATION

_____	_____	_____
Event Name	Date of Event	Place of Event
Reason for requesting refund:		

_____	_____	
Parent Signature	Unit Leader Signature	

FOR OFFICE USE ONLY

_____	_____	_____
Date Received	Refund Amount	Paid By
_____	_____	_____
Status	Authorized by Event Committee	
_____	_____	_____
Authorized by Staff Advisor	Check Number Issued	Date Mailed